#### Raimon Land Public Company Limited

# <u>List of documents or evidences identifying the shareholder or proxy status eligible to attend the shareholders'</u> meeting which shall be presented on the date of the shareholders' meeting

The policy of the Board of Stock Exchange of Thailand dated 19 February 1999, regarding the code of conduct for convening the shareholders' meeting of the listed company which targeted to establish a good practice for listed companies. This will build the trust to shareholders, investors and all relevant parties. For the transparency, fairness and benefits of shareholders, the Company deems appropriate to determine the verification of documents or evidences identifying the shareholder or proxy to be followed as a practice of shareholders' meeting by the shareholders. In this regard, some shareholders are familiar with the practice used for the shareholders' meeting, therefore, the Company hereby reserves the right to waive any requirements of the submission of documents or evidences identifying the shareholder or proxy on a case by case as it is deemed appropriate.

### 1. Natural person

#### 1.1 Thai nationality

- (a) In case the shareholders attending the meeting by themselves, the shareholders shall provide their identification card of the shareholder (i.e., identification card or government officer identification card or identification card of state enterprise officer)
- (b) In case of proxy, please provide (1) Proxy Form A or Form B (2) copy of identification card of shareholder (as specified in Clause 1.1 (a)), certified as true and correct copy; and (3) copy of identification card (as specified in Clause 1.1 (a)) or copy of passport (in case of foreigner) of the proxy, certified as true and correct copy.

## 1.2 Foreign nationality

- (a) In case the shareholders attending the meeting by themselves, the shareholders shall provide their copy passport, certified as true and correct copy
- (b) In case of proxy, please provide (1) Proxy Form A or Form B (2) copy of passport of the shareholder, certified as true and correct copy; and
   (3) copy of identification card (as specified in Clause 1.1 (a)) or copy of passport (in case of foreigner) of the proxy.

## 2. Juristic person

#### 2.1 Juristic person registered in Thailand

(a) In case the shareholders attending the meeting by themselves, the shareholders shall provide (1) the Affidavit, issued not later than 30 days prior to the date of shareholders' meeting by the Department of Business Development, the Ministry of Commerce or copy of the Affidavit, certified

- as true and correct copy by the authorized director(s) and affix the juristic person's seal (if any); and (2) copy of identification card (as specified in Clause 1.1 (a)) or copy of passport (in case of foreigner) of the authorized representative, certified as true and correct copy.
- (b) In case of proxy, please provide (1) Proxy Form A or Form B (2) copy of the Affidavit, issued not later than 30 days prior to the date of shareholders' meeting by the Department of Business Development, the Ministry of Commerce, certified as true and correct copy by the authorized director(s) and affix the juristic person's seal (if any) (3) copy of Identification card (as specified in Clause 1.1 (a)) or passport (in case of foreigner) of the authorized director(s) who signed on the Proxy Form; and (4) copy of identification card (as specified in Clause 1.1 (a)) or copy of passport (in case of foreigner) of the proxy, certified as true and correct copy.

### 2.2 Juristic person registered outside Thailand

- (a) In case the shareholders attending the meeting by themselves, the shareholders shall provide (1) the certificate of incorporation, issued by the Government Agency of that country, certified as true and correct copy by the authorized representative and affix the juristic person's seal (if any) and (2) copy of identification card (as specified in Clause 1.1 (a)) or copy of passport (in case of foreigner) of the authorized representative, certified as true and correct copy (please refer to the below remark).
- (b) In case of proxy, please provide (1) Proxy Form A or B (2) copy of the Affidavit issued by the relevant authorities of the place where the Juristic person is located, certified as true and correct copy by the authorized director(s) and affix the juristic person's seal (if any) (3) copy of Identification card (as specified in Clause 1.1 (a)) or passport (in case of foreigner) of the authorized representative(s) who signed on the Proxy Form, certified as true and correct copy, and (4) copy of identification card (as specified in Clause 1.1 (a)) or passport (in case of foreigner) of the proxy, certified as true and correct copy (please refer to the below remark).

#### Remark:

- 1. Copy of the documents must be certified true copy.
- In case of any documents or evidence prepared or executed outside Thailand, such documents or evidence shall be notarized by a notary public not later than 1 year prior to the date of shareholders' meeting.
- 3. In case that the original document is not in English, the English translation shall be required and shall be certified the correct translation by the authorized representative(s) of shareholder.

3. In the case that the shareholder, who is a foreign investor and has appointed a custodian in Thailand to supervise their shares

#### 3.1 Documents from the custodian

- 3.1.1 Proxy Form C, signed by the authorized representative of the custodian, who is the grantor and the proxy.
- 3.1.2 Document confirming that the person who has signed the Proxy Form is permitted to operate the custodian's business
- 3.1.3 Copy of an affidavit of the custodian certified as true and correct copy by the authorized representative(s) of the custodian (who signs the Proxy Form as the grantor)
- 3.1.4 Copy of an identification document (as stated in Clause 1.1 (a)) or copy of passport (in the case of a foreigner) of the authorized representative(s) of the custodian, certified as true and correct copy.
- 3.2 Documents from the shareholder who is a foreign investor
  - 3.2.1 Power of attorney from the shareholder appointing the custodian to sign the Proxy Form on his/her behalf;
  - 3.2.2 Copy of an identification documents as stated in Clause 1.1 (a) or 1.2 (a) (in the case of an individual), Clause 2.1 (a) or 2.2 (a) (in the case of a juristic person) (as the case maybe), certified as true and correct copy by the shareholder or authorized representative(s) of shareholder (as the case may be).

#### 3.3 Documents from the proxy

Please provide copy of an identification document (as stated in Clause 1.1 (a)) or copy of passport (in the case of a foreigner) of the proxy, certified as true and correct copy.

Shareholder or proxy may register and submit the required documents or evidence for the inspection at the meeting on Friday, April 30, 2021, from 12:00 onwards.